

### City of Fitchburg Disability Commission Meeting

Date	August 10, 2016
Location	Library Garden Room

#### Commission Members:

Name	Present	Absent	Remote
Jeffrey Wolfgang		X	
Bill Tolos		X	
Doris Matte	X		
Mary Ann Guichard	X		
Sheela Tallamraju	X		
Sharon Tardiff		X	

Guests: Amy LeBlanc, Carolyn Quirk, Nick Carbone, Kathy Hamelin & Carolyn Gordon - Regional Manager for the Massachusetts Commission for the Blind attended as guests of the Disability Commission.

Meeting commenced at 10:00 a.m. The main purpose of the meeting today was to focus on reviewing the survey forms, and discussion of the city's first Disability Commission awareness event held in April 2016.

- Members expressed that we need to think creatively to draw more attendance of families to the event.
- Need to advertise the event with an in-depth reach to all families in our city.
- Planning on location to host next year's event. One consideration is to plan a discussion with the Fitchburg Senior Center's staff. The Senior Center is a more centralized location than the high school from last year's event.
- Need to start sending invitations with "Save the Date" for the next event. We can do that once we have our first planning meeting.
- Gift Baskets/Freebies/ Food Vendors for families were also discussed.
- An e-mail was sent to last year's agencies that set up tables at our event. They have expressed interest to be involved in our planning for next year's event
- A tentative date for October has been sent to have our first planning meeting.
- Using social media to get the word out to families on the event was also discussed.

Our next commission meeting is scheduled for September 14<sup>th</sup> 2016 at 10:00 a.m. in the library Garden Room.